



**INVITATION FOR BIDS (IFB)
FOR THE PURCHASE OF BRAND NEW VEHICLE**

1. The Liberia Extractive Industries Transparency Initiative (LEITI) has received Budgetary Allotment for FY-2012/2013 from the Government of Liberia (GOL) through the Department of the Budget (DOB) and intends to use portion of the amount towards the purchase of a new vehicle to facilitate the smooth operations of its activities in Communications and Outreach.
2. The LEITI now invites sealed Bids from eligible Bidders from the supply of a new vehicle to the LEITI.
3. Bidding will be conducted through the National Competitive Bidding Method of Procurement specified in the Public Procurement and Concessions Commission Act and approved by the Public Procurement and Concessions Commissions and it is opened to all eligible bidders.
4. Interested bidders may obtain additional information from the offices of the LEITI Secretariat at the Old Budget Bureau Building, Redemption Road, Adjacent the Executive Mansion, Capitol Hill, Monday to Friday – 8:30AM to 5:00PM daily.
5. A complete set of Tender documents in English may be obtained by interested Bidders on the submission of a written application to the address below.

General Qualification Criteria:

- A brief past performance record
 - Availability of spare parts
 - Vehicles maintenance workshop
 - Bank account information
 - Business registration certificate
 - Tax clearance certificate
6. Sealed bids must be delivered to the office of the Liberia Extractive Industries Transparency Initiative (LEITI), Old Bureau of the Budget Building, adjacent the Executive Mansion, Redemption Road, Monrovia, Liberia not later than 15 December, 2012 at 12:00 noon. The bids opening exercise will be held in the LEITI Conference Room in the presence of the Bidders or their representatives who choose to attend immediately following the deadline for submission on 15 December 2012 at 12:00 noon. No alternative bids or electronic bids shall be accepted. Late bids will be rejected and returned unopened.

All Bids must be addressed to:

**Deputy Head of Secretariat
Liberia Extractive Industries Transparency Initiative (LEITI)
Old Bureau of the Budget Building
Redemption Road
Capitol Hill
Monrovia, Liberia**

Signed: _____
Deputy Head LEITI Secretariat

Approved _____
Head of LEITI Secretariat